

## **MINUTES OF THE REGULAR MEETING OF THE CUMBERLAND FIRE DISTRICT**

**TUESDAY, APRIL 28, 2015 AT 7:00 P.M.**

**CUMBERLAND TOWN HALL, 45 BROAD STREET, CUMBERLAND, RI**

The meeting was called to order at 7:03 p.m.

**MEMBERS PRESENT:** Chairman Lemois, Commissioners Koutsogiane, Parent, Ouellette, Champagne, Scullin (arrived at 7:25 p.m), and Solicitor Kelley Morris (arrived at 7:15 p.m)

**MEMBERS ABSENT:** Commissioner Matta was absent due to illness.

### **GENERAL ANNOUNCEMENTS**

Chairman Lemois will be distributing a draft of the 2015-2016 transition budget. Commissioner Champagne will be scheduling a meeting on 5/7/15 with the Finance Committee. It was pointed out that there was a formatting issue with the first page; picking up the wrong totals.

This will be a typical budget/finance meeting in which Mr. Bruce and Chief Finlay will present the budget to the Finance Committee. This will not be a public hearing but questions can be asked. There will be another meeting on 5/12/15 which is currently being advertised.

### **CONSENT AGENDA**

Chairman Lemois stated that there was a correction on the minutes on 3/24/15. Commissioner Koutsogiane had not received a copy of the packet. Chairman Lemois inadvertently sent the packet to another Phil and apologized for that mistake. Commissioner Koutsogiane wanted this to be reflected in the minutes.

COMMISSIONER CHAMPAGNE MOVED TO APPROVE THE MINUTES OF 3/24/15. SECONDED BY COMMISSIONER OUELETTE. PASSED 5-0.

The next correction was on the minutes of 4/14/15. Commissioner Koutsogiane pointed out that on page 1, under Old Business, it should state motion passed with a 5-2 vote and not 5-0.

COMMISSIONER CHAMPAGNE MOVED TO APPROVE THE MINUTES OF 4/14/15. SECONDED BY COMMISSIONER OUELETTE. PASSED 5-0.

## **OLD BUSINESS**

There was no old business at this time.

## **NEW BUSINESS**

- A. R-015-21 – Specialty Vehicles Invoice. There were repairs done to North Cumberland's Engine #5. There repairs were done to the Aerial base and aerial tip speakers which were not working. The invoice is in the amount of \$3,087.23.

COMMISSIONER KOUTSOGIANE MOVED TO PAY THE INVOICE IN THE AMOUNT OF \$3,087.23 TO SPECIALTY VEHICLES, INC. SECONDED BY COMMISSIONER CHAMPAGNE. PASSED 6-0.

- B. R-2015-22 Insurance Payment. Chairman Lemois withdrew this item from the Agenda as this is a transfer and not a payment.

- C. R-2015-27 Audit RFP. Mr. Bruce handed out a draft copy for review and approval purposed of request for proposals for professional auditing and agreed-upon services for the Cumberland Fire District. This audit needs approval and anticipating approval tomorrow for all four districts to be merged as of 6/30/15.

Commissioner Ouellette questioned whether the deadline could be delayed by two weeks. Mr. Bruce believes there is a layered amount of work to be done and not sure because of when the tax bills are to be sent out. He recommended that we revisit the issue at the end of July as the audit deadline in 9/30/15.

Chairman Lemois pointed out that under administrative payroll line, there were funds to hire part time tax collections which is for additional help with taxes and/or the audit if needed. Chairman Lemois asked Mr. Bruce to describe his experience with Municipal audits. Mr. Bruce explained that he has 27 years of experience in audits. He said he is working closing with the Department of Revenue and that the scrutiny that the District is under is excessive. He also stated that they are invested in the District to succeed and that we do not want to have an operating deficit.

COMMISSIONER OUELLETTE MOVED TO AMEND RESOLUTION FROM 26 TO 27. SECOND BY COMMISSIONER KOUTSIAGNE. PASSED 6-0.

D. R-2015-28 Greenwood Emergency Vehicles.

The Cumberland Fire District had loaned Engine #5 to the Albion Fire District. Generally, the District borrowing the vehicle would be responsible for repairs. After inspection of the vehicle, it was determined that the repairs needed would not be possible in the time frame that the vehicle was in Albion Fire District's possession. It is requested that the CFD split the cost with Albion FD.

COMMISSIONER CHAMPANGED MOVED TO REIMBURSE THE ALBION FIRE DISTRICT IN THE AMOUNT OF \$2,616.36, REPRESENTING HALF OF THE TOTAL COST FOR REPAIRS TO ENGINE #5. SECOND BY COMMISSIONER PARENT. PASSED 6-0.

E. Review of Planning Session Goals

Chairman Lemois provided a consolidated time line for projects. This is an informational list of what was accomplished and what still needs to be done.

F. Finance Department Update

Mr. Bruce summarized his report. He has had a meeting with the current payroll service and the transition is well planned. He commended Chief Findlay for his help.

Mr. Bruce also provided a report with where the reserves are situated. The packet has a spreadsheet of expenditures. He stated that there are nine pay periods left and that the District is on target for all expenses. The new accounting system will produce much more detailed reports.

All reports can be found on the [www.cumberlandfiredistrict.org](http://www.cumberlandfiredistrict.org) under meeting packages for more detail.

Commissioner Lemois offered public input before going into Executive Session.

Mr. Lambi had questions on the existing budget as well as the status of our relationship with the DOR and OAG. Chairman Lemois suggested he speak with Mr. Bruce

COMMISSIONER C HAMPANGE MOVED TO ADJOURN TO EXECUTIVE SESSION FOR THE FOLLOWING REASON:

**g. Executive Session**

- i. Vote to go into Executive Session § 42-46-5(2) pertaining to collective bargaining agreement.**

SECOND BY COMMISSIONER OUELLETTE. PASSED 6-0.

COMMISSIONER KOUTSIAGNE MOVED TO ADJOURN REGULAR SESSION AT 8:10 P.M.  
SECOND BY COMMISSIONER OUELLETTE. PASSED 6-0.

COMMISSIONER CHAMPAGNE MOVED TO SEAL THE MINUTES, COMMISSIONER PARENT  
SECOND. PASSED 6-0

Submitted by  
Debra Auclair  
Committee Clerk

NOTE: All reports covered or mentioned at this meeting are available upon request.